



Nelson Memorial Park &
Library Trust

TOWN OF GRAFTON

Nelson Memorial Park &
Library Trustees
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MINUTES

Nelson Memorial Park & Library Trust
June 29, 2015
6 Prentice Street

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Present: William Kuck, J. Roger Currier, Jr.

1. Discussion on janitors duties and time keeping – Dan & Joe Steins in meeting for discussion of work needed on weekly basis and documentation of work completed, we'd had complaints that the toilets, sinks, windows, etc not being cleaned. Joe brought up that he'd been working for Dan when Dan was sick or on vacation and putting in time as if Dan was in, we let Joe know that we were not aware of this and that he could not do this any longer. There was no Workmans Compensation coverage for him and there could be some problems if something happened as he was not the employee. Same went for liability coverage. Joe related that he'd been doing this for 25 years (as long as Dan had worked at the park.) We asked Joe to make sure that a trustee is called when there are issues with important things, the fire alarm system for example, this was a particular problem when he called American Alarm to come out and he did not realize that his first call should be to a trustee – it was a trouble call that should have been resolved by the phone company. Joe wasn't aware of the fact that there were many vendors that took care of this system and it was important that the correct vendor was contacted. Joe also brought up work he'd taken home, the blinds for example – drilling them out and fixing where they were broken and other repairs; we were not aware of this and his attempts to save money in his eyes. Joe mentioned the need to have shut offs for the bathroom fans, cleaning the meeting room floors, leaking heater in men's room, water leaking in fountain in back due to high water pressure (Joe continues to try to say there is high water pressure despite the regulated being new – insufficiently high pressure to cause any apparent issues,) pipes leaking under sink in meeting room, and need for thresholds under doors. Tried to explain to Joe that without our knowing about problems, we could not fix them. Joe has not mentioned any of these issues to us, other than the water pressure which has not read over the pressure on the

gauges. Joe understood the need to complete the work on the schedule and communicate issues directly with us.

2. Discussion with Girl Scouts on project for hill clean up & new "Nelson Park" writing/stone, they were not able to attend.
3. Scheduling use of the park – Rosemary not present, this item will be discussed at a later meeting, will require communication with Recreation Commission.
4. Bills – reviewed.
5. Correspondence – none.



J. Roger Currier, Jr.
Trustee